

**GEORGIA BOARD OF FUNERAL SERVICE**  
**Board Meeting Minutes – June 12, 2018**  
Professional Licensing Boards Division of the Secretary of State  
237 Coliseum Drive, Macon, Georgia 31217

**Members Present:**

- Tom Lord, Chair
- Bryant Hightower
- Joe Westbury
- Michael Fowler
- Nancy Kennedy

**Others Present:**

- La Trena Tyler-Jones, Executive Director
- Carla Murray, Licensing Analyst
- Melanie Foster, Board Support Specialist
- Reagan Dean, Assistant Attorney General

**Members Absent:**

- W.T. Edmondson, Vice Chair
- William Bowen

*Note: Visitors are excused during Executive Session unless scheduled for a personal appearance.*

Tom Lord, Chair, noted that a quorum was present, called the meeting to order at 10:06 a.m., and declared the meeting to be “open” pursuant to the Open and Public Meeting Act, O.C.G.A. §§50-14-1 et seq.

**OPEN SESSION**

**Agenda**

Joe Westbury moved, Bryant Hightower seconded, and the Board voted to approve the June 12, 2018 agenda.

**Minutes**

Joe Westbury moved, Michael Fowler seconded, and the Board voted to approve the May 8, 2018 Open Meeting minutes and Executive Session minutes.

**Ratification List**

Licenses Issued 5-4-2018 through 6-7-2018 (Total – 36): Joe Westbury moved, Michael Fowler seconded, and the Board voted to ratify the licenses issued between meetings by application and reinstatement in accordance with Board Rules and Policies.

License #	Licensee	License #	Licensee
EMB005187	Rashaad Lyntrez Ansley	FD005594	Brent Wayne Chastain
EMB005188	Haley Fraire Burns	FSA006299	Deon Jonterrio Martin
EMB005189	Leah Hayes Carriveau	FSA006300	Clayton Jed Marchbanks
EMB005190	Sarah Natasha Brown	FSA006301	Brittni Tiana Stewart
EMB005191	Stacy Doneane Thurman	FSA006302	Kayla Angelle Roland
EMB005192	William Eric Sumlar	FSA006303	Elijah Hunter Radney
EMB005193	Brent Wayne Chastain	FSA006304	Amijo Cecelia Brown
FD005588	Rashaad Lyntrez Ansley	FSA006305	Julius Reginald Richie
FD005589	Haley Fraire Burns	FSA006306	Ashley Tyretta Thomas
FD005590	Leah Hayes Carriveau	FSA006307	Michael Ryan Kinder
FD005591	Sarah Natasha Brown	FSA006308	Moses Jutomue Stryker
FD005592	Stacy Doneane Thurman	FSA006309	Kyra Deloise Johnson
FD005593	William Eric Sumlar	FSA006310	Deric LaShawn Thomas

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License #	Licensee	License #	Licensee
FSA006311	Samuel James Lay	FSA006316	Emanuel Lee Montford
FSA006312	William Mcarthur Aldridge	FSA006317	Robert Short Lovein, III
FSA006313	Norman Earl Terry	FSA006318	Bryton Levi Oldham
FSA006314	John Stacy McCorkle	FSA006319	Laney Nicole Tabor
FSA006315	Georginna Lanelle Lockett	FSA006320	Randy Dallas Curry, Jr.

**EXECUTIVE SESSION**

Michael Fowler moved, Joe Westbury seconded, and the motion carried to enter into Executive Session in accordance with O.C.G.A. §§ 43-1-19(h) and 43-18, on Tuesday, June 12, 2018 at 10:08 a.m. at the Professional Licensing Boards Division, 237 Coliseum Drive, Macon, Georgia 31217, for the purpose of conducting applicant appointments, discussing and reviewing applications and complaints and to hear the Attorney General's report.

**Recessed for Lunch 12:49 P.M. – Executive Session Resumed 1:21 P.M.**

The Executive Session of the Georgia State Board of Funeral Service was closed at 1:22 p.m. by Tom Lord, Chair, who then declared the meeting back in public session. No votes were taken in Executive session.

**OPEN SESSION**

Michael Fowler moved, Joe Westbury seconded, and the motion was carried by the Board to ratify the following recommendations made during Executive Session:

**Appointments**

Appearance # 2730077 – C.M. - change of FDFCC and reinstatement of facility license – denied for lack of confidence in moral character.

Appearance # 2724442 – B.D.R. – tabled – pending Alabama documentation.

Appearance # FUN170147 – M.W.J.– tabled – pending submission of supporting documents, including cancelled check.

Appearance # 2734498 / 2734495 – Cremation Society of the South – SouthCare Cremation and Funeral Society– change of FDFCC to Johnna Martinez– approved pending receipt of current FDFCC Tremaine Lee's resignation.

Appearance # 2733547 – Cremation Society of the South - Alpharetta – change of FDFCC to Renee D. Gazaway – approved pending receipt of current FDFCC resignation.

Appearance # 2736021 – James A. Thomas Funeral Home – reinstatement – approved with Consent Order, 2 years probation and \$500 fine – pending receipt of Ernest Covington FDFCC resignation. Consent Order, 2 years probation and \$500 fine for Ernest Covington. Letter of concern sent to facility regarding meeting renewal deadline.

Appearance # 2738010 – S.F.H. – tabled – FDFCC unable to make the appointment - rescheduled.

Appearance # 2739848 – Wimberly and White Funeral Home – change of FDFCC to LaTasha N. Grant – approved pending receipt of current FDFCC Marian E. Reese's resignation.

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Appearance # FSA006295 / FSA004674 – C.L.M. – close - apprentice hours cannot be transferred.

Appearance # 2742045 – Hills Mortuary, Inc. – change of FDFCC to Eddie Hosley – approved.

Appearance # 2739945 – Lester C. Litesey Funeral Home – reinstatement – approved, no conditions.

**Applications**

Application # 2731835 – F.L. Sims Funeral Home East Point - approved.

Application # 2731535 – Timothy L. Watkins – reinstatement of license – approved.

Application # 2717443 / # 2717444 – J.A.S. – endorsement/reciprocity - denial upheld.

Application # 2728626/ # 2728631 – Pat D. Dixon, Jr. – reinstatement of Funeral Director/Embalmer licenses – approved.

Application # 2735079 / #2735082 – D.E.B. – reinstatement of Funeral Director/Embalmer licenses – tabled for review at July meeting.

Application # 2738424 – J.G. – reinstatement of Funeral Director license – tabled for review at July meeting.

Application # 2739699 – Riggs Funeral Home – change of FDFCC to Heather Riggs – approved.

Application # 2736337 / # 2736708 – Tyrelle Broadwater – endorsement/reciprocity – approved.

Application # 2741928 – Jacobs Mortuary – change of FDFCC to Eldrick Jacobs – approved.

Application # 2738411 / #2738415 – Reginald King – reinstatement of Funeral Director/Embalmer licenses – approved pending passing Laws and Rules exam.

Application # 2734144 / #2734145 – Shane Blackwell – reinstatement of Funeral Director/Embalmer licenses – approved pending passing Laws and Rules exam.

**Complaints**

FUN180100 – close – letter of concern.

FUN180103 – table – Refer to Inspections to obtain copy of contract and supporting financial documents.

FUN180031 – table – Refer to AG for legal review and advice.

FUN180091 – close – letter of concern.

FUN180062 – close – letter of concern.

FUN180093 – close – issues have been addressed.

FUN180114 – close – for informational purposes only.

**Attorney General's Report**

FUN180094 – tabled – pending further AG review.

The Board reviewed and accepted the Attorney General's recommendations.

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**OTHER BUSINESS**

**Continuing Education**

Joe Westbury moved, Nancy Kennedy seconded, and the motion carried by the Board to accept the Continuing Education Committee's recommendations to approve the following continuing education courses as presented:

Provider	Course	Points
NFDMA	Technology & Profitability in a Rising Trend of Cremation	1.5
NFDMA	Public Day 2018 & Annual Service	2.0
NFDMA	Who is NFDMA?	1.0
NFDMA	Generations Continuing the Vision	2.0
NFDMA	The Health of A Funeral Director	1.0
NFDMA	Go Tech, No "Paper" Attached	1.0
NFDMA	Diversity & Inclusion Part II	1.5
NFDMA	Embalming Basics	2.0
NFDMA	Legislative Round Table Chat	1.5
NFDMA	How to Become A Great Communicator	1.5
NFDMA	2018 Exhibit Hall Education & International Funeral Service History Museum	2.0
NFDMA	Computer Lab Workshop	1.0
NFDMA	Human Resources in The Funeral Home	1.5
NFDMA	How to Become Certified Funeral Service Practitioner?	1.5
NFDMA	High Profile Funeral Do's and Don't's	1.5
NFDMA	Staying In Compliance With OSHA	1.0
NFDMA	Multicultural in Funeral Service	1.5
NFDMA	Mortuary Education Day 2018	1.0
NFDMA	Legal Crash Course	1.0
CEU Creations	Walking the Crossroads with Our Clients and Families: Ethics, End-of-Life and Much More	5.0
The Dodge Company / Dodge Institute for Advanced Mortuary Studies	The Dodge 2018 Summer Wreaths across America project	7.25
NFDA	The 3E's to Cremation Success: Employees, Expectations, Engagement	1.0
The Independent Funeral Group	2018 Fall Festival	10.0

**Docketed Orders:**

Bryant Hightower moved, Michael Fowler seconded, and the Board voted to accept the docketed orders as presented:

Type	Licensee	License #	Docket #	City
OAFM	Baldwin Funeral Home Inc	FEST001738	2018-0721	Richland
OAFM	Hutchings Funeral Home Inc	FEST000192	2018-0802	Macon
OAFM	Davis & Sons Funeral Home	FEST000793	2018-0807	Conyers
OAFM	Hall's Funeral Home	FEST000158	2018-0844	Fitzgerald
OAFM	Woodstock Funeral Home Inc	FEST001084	2018-0843	Woodstock

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OAFM	McLendon Funeral Home	FEST001266	2018-0842	Washington
OAFM	Mason Funeral Home	FEST001524	2018-0841	Summerville

**90 day Grace Period Requests** – Michael Fowler moved, Bryant Hightower seconded, and the Board voted to approve the following 1st 90-day grace period requests:

Name	License #	City	Expiration
West Georgia Crematory	CREM000013	Austell	07/26/2018
Airport Mortuary Shipping Service	FEST001509	Atlanta	08/22/2018
Gaines Funeral Home	FEST001661	Sylvania	08/06/2018
National Cremation Service	FEST001904	Marietta	07/24/2018

**Lift Probation Requests** – Nancy Kennedy moved, Joe Westbury seconded, and the Board voted to lift probation from the following license:

Name	License #
Richard G. Joyner	FD004202 / EMB003794
Stevens Funeral Home	FEST000337

**Public Rules Hearing**

A public hearing was held at 1:22 p.m. for the purpose of allowing public comment on proposed amendments to Rules 250-4-.02, 250-4-.03, 250-4-.04, 250-4-.05, 250-4-.06, 250-5-.01, 250-5-.02, 250-5-.03, 250-5-.04, 250-5-.05, 250-5-.06, 250-5-.07, 250-5-.08, 250-5-.10, 250-5-.11, 250-5-.12, 250-6-.01, 250-6-.02, 250-6-.05, 250-6-.06, 250-6-.07, and 250-6-.08. Public comments were received during the hearing, as recorded in the attached transcript. The Board voted to adopt the proposed rule amendments and to forward them to the Governor's Office for review. Chairman Tom Lord declared the Public Hearing closed at 2:33 p.m., at which time the regular meeting of the Board was called back into Open Session.

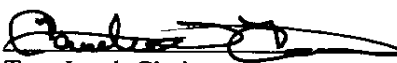
The next meeting of the Georgia Board of Funeral Service will be held Tuesday, July 10, 2018, at 10:00 a.m. at 237 Coliseum Drive, Macon, Georgia.

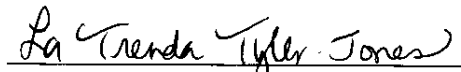
There being no further business, the Chair declared the meeting adjourned at 3:57 p.m.

Minutes recorded by: Melanie Foster, Board Support Specialist

Minutes reviewed and edited by: La Trenda Tyler-Jones, Executive Director

Minutes approved on July 10, 2018

  
Tom Lord, Chair

  
La Trenda Tyler-Jones, Executive Director

STATE OF GEORGIA

COUNTY OF BIBB

AFFIDAVIT SUPPORTING CLOSING OF PUBLIC MEETING

The Georgia Open Meetings Act, O.C.G.A. 50-14-1 et seq., requires that all meetings of an entity covered by the statute must be open to the public unless there is some specific statutory exception which permits the closing of the meeting. If such a meeting is to be closed, the law requires that the presiding person execute a sworn affidavit stating that the subject matter of the meeting or the closed portion thereof was devoted to matters within the statutory exceptions and identifying those specified exemptions relied upon. O.C.G.A. 50-14-4(b). A copy of this affidavit must be filed with the minutes of the meetings in question.

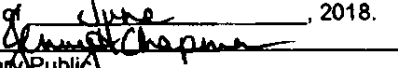
Comes Tom Lord, the Chairman identified below and, before an official duly authorized to administer oaths, makes this affidavit in satisfaction of the statutory requirements outlined above.

1. I am the presiding officer of the Georgia State Board of Funeral Service
2. I am over the age of 18 and in other aspects competent to make this sworn statement. I acknowledge that I am giving this statement under oath and subject to penalty of perjury and that I have read the contents of this affidavit prior to signing it.
3. On June 12, 2018 this entity, which is subject to the Open Meetings Act, met. A majority of the quorum of members present voted to close the meeting or a portion hereof of the following indicated reason(s). I hereby certify that during the closed portion of the meeting, only those subjects indicated below were discussed. I also certify that I have reviewed the exceptions provided under the Open Meetings Act that may permit the closing of a meeting and that, to the best of my knowledge, the reasons I have described in detail below meet the requirements for closing this public meeting.
4. The legal authority for closure of this meeting was: O.C.G.A. 43-1-2(k).
5. The subjects discussed and the underlying facts supporting the closing of this meeting are as follows:

Applications and other personal information submitted by the applicants; information, Favorable or unfavorable, submitted by a reference source concerning an applicant; and Deliberations of the Board with respect to an application, an examination, a complaint, an Investigation, or a disciplinary proceeding.

FURTHER THE AFFIANT SAYETH NOT.

  
PRESIDING OFFICER

Sworn to and subscribed before me this 12<sup>th</sup>  
Day of June, 2018.  
  
Notary Public  
My Commission Expires: 11/5/21

